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Fam. Serv. B.

FAMILY SERVICE BUREAU  
OF NEWARK, NEW JERSEY

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DR. FRANCIS A. WOOD  
*President*  
GEORGE A. S. COOPER  
*Treasurer*

EDWARD V. KILDUFF  
*Executive Director*

October 3, 1968

Mr. Bernard Schein  
Newark Public Library  
5 Washington Street  
Newark, N. J. 07102

Dear Bernie:

The enclosed letter to Arthur Jones is self-explanatory. It reflects a change in our involvement in the TEAM Program as it applies to the Sensitivity Training aspect of it.

Sincerely yours,



Edward V. Kilduff  
Executive Director

EVK:K  
Enc.

October 2, 1968

Mr. Arthur Jones, Exec. Dir.  
T.E.A.M. Inc.  
988 Broad Street  
Newark, N. J. 07102

Dear Arthur:

In a conference Monday with Mr. James Teague and Mrs. Mary Fawcett from Family Service Bureau staff, we discussed the TEAM Program for the second year as it relates to Family Service Bureau's participation.

In the narrative we submitted to you on June 3, 1968 on how we would participate in the 1968-69 program, on page 2, third paragraph, Family Service Bureau at your request incorporated the following:

"In the Sensitivity Training aspect of Family Service Bureau's involvement in the Concentrated Employment Program and as it relates to the social workers employed in this aspect of the program, no more than 50% of the instructional staff will be Caucasian and the balance will be of Negro and Hispanic extraction".

Family Service Bureau made plans to meet this requirement on the basis of the Sensitivity Training being held at the same hours in the second year as in the first year. Our instructional staff was hired on this basis for these hours.

However, when the training program commenced for the second year, Mr. Teague, as the coordinator of the program, felt the Sensitivity Training program conducted in the morning by Family Service Bureau conflicted with his program design. The Sensitivity Training sessions were then moved to the hours 1 to 3 in the afternoon. Mr. Teague informed me of this and I told him, in a conversation after the program started on September 16, 1968, that I doubted if Family Service Bureau would be able to work out these changes in hours with the social workers hired for

October 2, 1966

Mr. Arthur Jones

The program and meet the requirements as stated on page 2 of the narrative submitted on June 3, 1966. In the two weeks since the start of the second year, the Semelitzky Training has been further impeded because Thursdays have been eliminated entirely, along with further interruptions for medical examinations at those hours on other days. I asked for a conference with Mr. Zeigler and on Monday, September 30th, Mrs. Fawcett, Mr. Zeigler and myself sat down and discussed the entire program.

In this conversation Mrs. Fawcett felt Family Service Bureau could give a supervised Semelitzky Training program of three days a week. However, after discussion and analysis of this proposal, Mr. Zeigler asked if a plan could be worked out by Family Service Bureau to provide for a two hour period of orientation at each of the three centers for a total of six hours a week. On the basis of the discussion involved in continuing the Semelitzky Training Program design of last year, Family Service Bureau agreed to give consideration to his suggestion. After study Family Service Bureau felt this proposal of Mr. Zeigler's could be worked out and variations it to include a discussion on how family attitudes affect work and training experiences. It would also provide an opportunity to acquaint trainees with the counseling services available through Family Service Bureau.

Family Service Bureau will provide the services of a social worker one-half day a week to assist with the casework aides these reports of the supportive services which indicate possible areas of family and individual problems which could interfere with job training and placement. There will be special emphasis on the lead back of the medical and day care aspect of supportive services.

The agency will remain open on Monday, Tuesday and Thursday evenings to provide counseling on the same basis as provided in the first year.

Family Service Bureau, in the allocation for this year, was unable to grant any increases to the casework aides employed in the program because of a cut-back in funds. The Bureau, I understand, was the only component on a sub-contracting basis that could not give increases in salaries. This was disturbing to all of our casework aides who were hired by Family Service Bureau from the community itself some after they had completed training in the program. The Bureau has been highly pleased with the work they have done, and it was disappointing to the casework aides to learn that there were no raises in the budget.

The Bureau will utilize the casework aides as follows:  
At the present time, Family Service Bureau has extended on staff one extra casework aide position with the understanding that this would be temporary. Under the proposed revision, one casework aide will be terminated immediately. Family Service Bureau will provide for the casework aides and one casework aide supervisor full time, one social worker full time and four social workers 30% of time.

Mr. Arthur Jones

October 2, 1968

It is our intention to pay the casework aides varying wage scales. Those whose responsibility will entail community contacts will be paid \$105, those whose responsibility is in the center will be paid \$100. The casework aide supervisor will be raised to \$110.

The above changes would be made without increasing the total amount of money received in the program and the budget line 1633 would remain exactly the same.

Sincerely yours,

EVK:k

Edward V. Eilduff  
Executive Director